



Committee of the Whole
Committee Meeting
~ Minutes ~

GRAND TRAVERSE COUNTY
COMMISSION ON AGING

520 W. FRONT STREET, SUITE B
TRAVERSE CITY, MI 49684-2237
(231) 922-4688 • FAX (231) 929-1645
E-MAIL ADDRESS: gtcoa@grandtraverse.org
HOMEPAGE: www.gtcoa.org

Tuesday, May 3, 2016

9:00 AM

GTCOA Meeting Room

DRAFT: 5/03/16

APPROVED: 6/7/16

Call to Order

Chair Harrand called the meeting to order at the Commission on Aging Meeting Room, 520 West Front Street, Traverse City, MI.

Attendee Name	Title	Status	Arrived
Rodetta Harrand	Chair	Present	
Sandra Busch	Vice Chair	Present	
Bill Rokos	Treasurer	Present	
Shirley Zerafa	Secretary	Present	
Christine Maxbauer	County Commissioner	Present	
Kory Hansen	Member	Present	
Carl Kucera	Member	Present	
Michelle Mercer	Member	Present	
Carol Sullivan	Member	Present	
David Taylor	Member	Present	

Staff Present: Laura Green, Deputy Director
Cyndie F., Office Specialist

Guests Present: Traci A., Assessment Specialist/Scheduler

Pledge of Allegiance

Hansen lead members in the Pledge of Allegiance

Mission Statement

Maxbauer read the Commission on Aging's Mission Statement.

Approval of Agenda

Green requested the addition of Home Chore Voucher contractors for the summer of 2016 to the agenda

Motion to approve the agenda as amended.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Maxbauer
SECONDED:	Mercer
AYES:	Busch, Hansen, Harrand, Kucera, Maxbauer, Mercer, Rokos,

	Sullivan, Taylor, Zerafa
NAYS:	None

Approval of Minutes

Committee of the Whole Minutes 4/19/16

Approved as presented

Program Committee Ad-Hoc Minutes 4/27/16

Approved as presented

Introduction of new employees

Green welcomed and introduced Traci A. and provided background information. Zerafa suggested including thinking about Home Chore services for clients while she is attending client assessments. Members introduced themselves.

EXECUTIVE/FINANCE

AAANM Multi Year Plan

Green provided information on the AAANM (Area Agency on Aging) Multi Year Plan. She relayed that AAANM is requesting feedback by 5/6/16. Green reviewed/summarized the Plan for members at length, covering senior's staying healthy, isolation, coordination of services, gaps with 50-60 year olds, seniors just above poverty, priorities, goals, as well as ACRC program changes, and a State regional pilot program Senior Reach. Green relayed that she recently spoke at a Northern Physicians Organization meeting, and reviewed that opportunity for members.

2016 Community Foundation Grant

Green informed members that the Endowment check from the GTRCF (Grand Traverse Regional Community Foundation) has been received in the amount of \$6,824. Green relayed that the recommendation is that \$1,500 to be used for Universal Aides for vacuums, and the balance of \$5,324 for Clara's cupboard, explaining the reasoning for each. Zerafa asked about training for current HMAs (Homemaker Aides) as a UA (Universal Aide). Green relayed that one HMA has already been trained and funding is available.

Motion to approve the grant from the GTRCF to be used as follows: \$1500 for Universal Aides for vacuums and \$5,324 for Clara's Cupboard.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Busch
SECONDED:	Harrand
AYES:	Busch, Hansen, Harrand, Kucera, Maxbauer, Mercer, Rokos, Sullivan, Taylor, Zerafa
NAYS:	None

PROGRAM/COMMUNITY RELATIONS

March Program Report

Green reviewed the report for members. She reported on HMA staffing concerns and relayed that staff will be contacting HMA wait list clients, to offer contracting as an alternative, in the interim. Lengthy discussion on the problems being encountered in hiring employees and members suggestions discussed. Discussion on wages levels was discussed; suggestion by Commissioner Maxbauer to review the wage structure with Human Resources. Green relayed that the lawn wait list will be tackled with vouchers. Green informed members that from previous discussion on the HC (Home Chore) goal; the goal would be raised to 750.

Motion to accept the March Program Report as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Kucera
SECONDED:	Sullivan
AYES:	Busch, Hansen, Harrand, Kucera, Maxbauer, Mercer, Rokos, Sullivan, Taylor, Zerafa
NAYS:	None

Older Michiganians Day May 11th

Green relayed that information was included in the packet and reviewed some of the information contained therein.

Older American's Month Proclamation

Green relayed that the information was included in the packets, and is on the BOCs (Board of Commissioner's) agenda 5/4/16 for approval.

2016 Public Relations Plan

Green conveyed that the plan was created by Lawton Gallagher Group, and presented to the Program Committee. Busch reviewed the plan noting the completed items. Green relayed that changes are coming to the brochure, and explained those changes. Green informed members that the finalized PSA (Public Service Announcement) would be shown at the Board meeting, and informed members the number of times it would be shown on TV7&4.

Addition:

Discussion on Home Chore Voucher contractors for the summer of 2016, Leslie's Outdoor Maintenance and Cuttin It Close Outdoor.

Motion to accept the staff's recommendation on Lawn Maintenance vendors of Leslie's Outdoor Maintenance and Cuttin It Close Outdoor for the 2016 season.

RESULT:	APPROVED [UNANIMOUS]
MOVED:	Busch
SECONDED:	Maxbauer
AYES:	Busch, Hansen, Harrand, Kucera, Maxbauer, Mercer, Rokos, Sullivan, Taylor, Zerafa
NAYS:	None

Old Business

Green informed members that GTCOA hosted 292 AARP Volunteer Tax appointment clients.

New Business

None

Public comment

Commissioner Maxbauer stated that her comments were not being made as a BOC member or of the GTCOA Board. She read a newspaper article from November 18, 1971 from Washtenaw County regarding a County deficit which was reported as denied by (the then) Washtenaw County Administrator, H. Ross Childs. She relayed that she would be reading said article at the BOC meeting on May 4th.

Kucera passed around the BASA (Bay Area Senior Advocates) Ideas for Life ad from the Record Eagle. Discussion on who would be volunteering at the event. Green informed members of the GTCOA theme for the event.

Zerafa relayed that she went to Grand Rapids last Tuesday with the SCN (Senior Center Network) on the Mystery Tour. 60 people on the bus and she reported all had a great time. Discussion on changes to the SCN trip coordination for 2016.

Adjournment

Meeting adjourned at 10:10 am

Minutes available by contacting the Grand Traverse County Commission on Aging office by phone at (231) 922-4688 or by mail at the following address: 520 West Front Street, Suite B, Traverse City, MI. 49684.